

STORM PREPARATION CHECKLIST FOR FACILITIES

Facility operators should note, the COTP will not order vessels to depart the facility if doing so would unduly hazard the vessel.

A. Hurricane Condition ALERT: A seasonal alert during which a hurricane can be expected to occur. This alert condition is automatically set on June 1st and remains in effect through November 30th, unless otherwise established. Waterfront facility owners and operators will take action to ensure the safety of the facility, its personnel, and all vessels at the facility and the environment.

- _____ Review this plan to ensure familiarity upon setting Hurricane Condition ALERT.
- _____ Coordinate any changes, updates or suggestions to this plan with MSO Wilmington's planning staff prior to May 15th.
- _____ Notification should be made to the Coast Guard COTP of any problems noted that would prevent or limit preparedness for the hurricane, and identify potential problems or conditions that cannot be mitigated within 72 hours.
- _____ Follow hurricane procedures as listed in the facility's plan.
- _____ Ensure that vessels in Lay-up Status are prepared for the arrival of hurricane conditions. Lay-up plans should contain hurricane preparedness information.
- _____ Review the latest pier and wharf engineering surveys to determine if additional wastage/damage has occurred. Hurricane force winds may damage a weakened structure.

B. Hurricane Condition 4 (72-Hour Alert): The COTP normally sets this condition 72 hours before the expected arrival of gale force winds (34 knots or 39 mph) at Frying Pan Shoals Buoy #7.

- _____ Monitor the approach of the hurricane as broadcast by the National Weather Service (NWS) and Coast Guard BNTMs and MSIBs. Utilize the web pages for the NWS (www.nwsilm.wilmington.net/) and the National Hurricane Center (www.nhc.noaa.gov/).
- _____ Notification should be made to the COTP of any problems noted that would prevent or limit preparedness for the hurricane, and identify potential problems or conditions that cannot be corrected or mitigated within 48 hours.
- _____ Due to the limited availability of resources as the storm approaches, labor should be scheduled and/or hired accordingly.

STORM PREPARATION CHECKLIST FOR FACILITIES

- _____ Make initial inspection of piers, docks, roadways and vessels to identify unsafe conditions such as excessive unsheltered storage, debris hazards, unsecured storage tanks or any other potential problems or conditions which cannot be mitigated within 48 hours.
- _____ Review expected vessel arrivals and departures to identify any potential need for assistance or impairment of port operations.
- _____ Anticipate cessation of cargo handling operations at the setting of Hurricane Condition 1.
- _____ Evaluate the extent that a 96-hour interruption of cargo operations, during and after storm passage, will have on public safety, energy, or transportation needs. If a significant interruption is expected, it should be reported to the COTP.
- _____ Decide if vessels will be permitted to remain at facility moorings and determine facility capabilities based upon engineering analyses. If not, notify the vessel's master or agent to allow them adequate time to make preparations to shift berths or get underway, and consult with the COTP.

C. Hurricane Condition 3 (48-Hour Alert): The COTP normally sets this condition 48 hours before the expected arrival of gale force winds at Frying Pan Shoals Buoy #7.

- _____ Maintain close contact with COTP Wilmington to advise of any unusual or dangerous situations. Notification should be made to the COTP of any problems noted that will prevent or limit preparedness for the hurricane, and identify potential problems or conditions which cannot be mitigated within 24 hours.
- _____ Review and prepare for Hurricane Conditions 2 and 1. Contact COTP with specific questions.

D. Hurricane Condition 2 (24-Hour Alert): The COTP normally sets this condition 24 hours before the expected arrival of gale force winds at Frying Pan Shoals Buoy #7.

THE DESIGNATED WATERS OF THE COTP WILMINGTON ZONE, INCLUDING WILMINGTON, MOREHEAD CITY, THE INTRACOASTAL WATERWAY AND INLETS, ARE CLOSED TO INBOUND TRAFFIC.

- _____ Anticipate closure of the port when Hurricane Condition 1 is set.

STORM PREPARATION CHECKLIST FOR FACILITIES

- _____ Maintain close contact with the COTP Wilmington to advise of any unusual or dangerous situations. Notification should be made to the COTP of any problems noted that will prevent or limit preparedness for the hurricane, and identify potential problems or conditions which cannot be mitigated within 12 hours
- _____ Complete securing or removing any hazardous materials and reduce any potential debris hazards on piers, docks, roadways, etc.

E. Hurricane Condition 1 (12-Hour Alert): The COTP normally sets this condition 12 hours before the expected arrival of gale force winds at Frying Pan Shoals Buoy #7.

THE DESIGNATED WATERS OF THE COTP WILMINGTON ZONE, INCLUDING WILMINGTON, MOREHEAD CITY, THE INTRACOASTAL WATERWAY AND INLETS, ARE CLOSED TO ALL INBOUND AND OUTBOUND TRAFFIC.

A Safety Zone will be established for all waters within the COTP Wilmington Zone at Hurricane Condition 1, and will remain in effect until terminated by the Captain of the Port. Vessel movements without specific authorization from COTP Wilmington are prohibited. Permission for vessels to move within the port may be granted up until 12 hours before the projected arrival of hurricane force winds at Frying Pan Shoals Buoy #7.

- _____ Cease regular cargo and bunker handling operations and drain all lines (as applicable).
- _____ All debris hazards shall be properly secured.
- _____ All cargo cranes are to be secured and made fast.
- _____ Maintain close contact with COTP Wilmington to advise of any unusual or dangerous situations. Notification should be made to the COTP of any problems noted that will prevent or limit preparedness for the hurricane, and identify potential problems or conditions which cannot be mitigated within 6 hours.
- _____ Make final inspections to ensure the facility is secure and prepared for the approaching hurricane conditions, including the adequate moorings of vessels remaining at the facility.
- _____ Make one final pre-storm status report to COTP Wilmington.

STORM PREPARATION CHECKLIST FOR FACILITIES

F. Hurricane Condition RECOVERY (Post-Storm): The COTP normally sets this condition once sustained winds drop below gale force at Frying Pan Shoals Buoy #7.

COTP Wilmington will begin conducting port surveys to assess damage to port infrastructure (Bridges, Aids to Navigation, etc..) to ensure that the waterways are safe to transit. Once these surveys are complete port restrictions will be eased as conditions allow.

- _____ Conduct a damage assessment survey as soon as possible after the passing of the storm. Notify the COTP Wilmington of any persons in distress, major damage, pollution or any other hazardous situations as soon as possible.
- _____ It can be anticipated that commercial power and consequently other utilities will be interrupted for up to 96 hours or more. The various draw and swing span bridges may experience delays or closures, which could severely hinder both marine and vehicle traffic.
- _____ Assess damages to docks and moorings, communications, storage tanks, lighting, and all cargo handling gear. Visually inspect cargo lines and, if damaged, conduct static liquid pressure test of cargo lines to at least 1½ times the MAWP for integrity. Make reports to COTP.